

Offender Workforce Development Specialist

Basic Skills Menu

Full 12 Courses on à la Carte

Course 1: An Overview of Correctional Systems1 hour

This course provides a broad look at the different levels of correctional agencies and custody levels.

Course 2: An Overview of Risk Reduction1 hour

This course establishes the application of evidence-based programs and best practices in reducing crime and improving public safety. It includes a look at the risk areas and the Level of Service Inventory – Revised, the assessment commonly used across several correctional systems and the additional challenges of returning to the ‘outside.’

Course 3: Career Matching: Forging Success.....2 hours

This course provides an overview of the Holland theory of career choice, since it provides the basis both for assessment of offender characteristics related to job choice and possible interventions to meet these needs. Resources are often limited, making it difficult to acquire funds for formal assessments. This course provides free activities – a group activity to assess interests, a card sort to assess skills, and a checklist to measure both interests and skills– that can be used with offenders. This course also provides an extensive list of occupations and training programs/majors related to Holland codes.

Course 4: A Super Rainbow: Assisting Offenders to Plan Their Life Roles.....2 hours

When offenders become involved in the corrections system, they find themselves having to cope with and manage multiple life roles, a marked difference from their unstructured life before their involvement. Changes in lifestyle and roles while under supervision present conditions that require adjustment. This course teaches the concept of Super’s Career Rainbow and makes a practical application of it for work with offenders.

Course 5: Offenders—Who ARE they? Understanding the Diversity2 hours

This course explores information on the diversity of the offender population: male and female, gay and straight, old and young, healthy and disabled, as well as a wide variety of cultures. This course is designed to enhance your understanding of the differences between and among these groups in order to enable you to work effectively with all of the offenders with whom you come into contact.

Course 6: Climbing the Walls: Breaking Through the Barriers2 hours

Though all persons experience some barriers to employment, ex-offenders face a longer list of these than most people. This course describes 20 common barriers that are typical for offenders and provides a checklist and some suggestions for identifying these.

Course 7: Accessing Help the Right Way: Referral Sources1 hour

Knowledge and use of referral agencies is critical to effective work with offenders since these agencies can provide services well beyond those that can be offered by the local jurisdiction. This course provides instruction about services provided by external agencies, how to learn about them, and how to assist offenders to use those services.

Course 8: Nail the Job! Job-Seeking and Employability Skills2 hours

This course offers a practical understanding of the major resources for job listings and ways to network and conduct informational interviews. It also offers a practical understanding of the major resources for interview preparation and strategies for interviewing including addressing criminal convictions. Opportunities to apply these skills during class time are also included.

Course 9: Join the Club—Job Club, that is!.....1 hour

This course presents an overview of the concepts and issues related to accepting a job, participating in a job club, and job retention. Activities offer opportunities to apply knowledge learned during this session.

Course 10: The Path to Job Retention.....2 hours

We know plenty of offenders who can get the job—but can they keep it? It is important to understand how you can support improved job retention outcomes by helping them to understand their role. This course provides an overview of offender job loss indicators and interventions that can be used to improve retention.

Course 11: Circumventing Manipulation1 hour

This course deals specifically with the topic of manipulation – how you recognize your own areas of vulnerability and how to deal with offenders who attempt to use manipulation.

Course 11: Transition on Board!.....1 hour

Transition is incredibly difficult and important – how to help plan and cope with the efforts.

Course 12: Barriers Squared: Assisting Special Populations2 hours

This course explores the additional barriers and special considerations when working with sex offenders, registered offenders and other special populations.

